

CLEARBROOK-GONVICK SCHOOL
INDEPENDENT SCHOOL DISTRICT #2311
BOARD OF EDUCATION
REGULAR MEETING
NOVEMBER 20, 2017 - 7:00 P.M.

The meeting was called to order by Chairman Westrum at 7:02 p.m. Declaration of Quorum – Members present: Tracy Imle, Kris Snyder, Corey Petterson, Jeff Westrum, and James Galloway. Absent: Richard Hetland and Tom Stenzel. Also present: Superintendent Wayne Olson, Principal Burgess, 5 staff members, and 1 community member

1. **Town Hall Meeting** (Odd Number Months)
- 4 **Community Comments** – None
- 5 **Spotlight on Education** – Ms. Goudge presented a power point of activities and events since the last board meeting.
- 6 **Approval of Agenda** – MMS Galloway/Imle to approve agenda as amended, adding item 11.1.5 and 11.8. MCU
- 7 **Approval of Minutes from Previous Meeting** - MMS Imle/Petterson to approve minutes as presented from the October 16, 2017 meeting. MCU
- 8 **Informational Items**
 - 8.1 **Principal Report – Principal Report** – Principal Burgess discussed the following items: **1) Staffing** – Front Office Positions – Interviews will be held tomorrow. Native American Support positions have been posted. We will be short on support over the next few weeks until positions are filled. **2) Events** – The Fall Sports Banquet will be held tomorrow. The Elementary Music Program will be held on December 12th. The High School Music Program will be held on December 19th. **3) 2nd & 3rd Grade** – The numbers are constant. The current solution is not ideal but it is working. Space is a large issue. There are some interested individuals to do half time teaching.
 - 8.2 **Superintendent Report** – Mr. Olson discussed the following items: 1) Projected Numbers for Early Childhood – The early numbers have been received. This report shows the numbers roughly at 30 for several years, except 2019 and 2020. We should keep these numbers in mind as we plan for the future. 2) MSBA Conference – If you are interested in attending please let me know. 3) Shop Items – We have been written up for our table saw during mock OSHA inspections. We incorporated the cost of a new saw for our LTFM/Health & Safety budget. We have made that purchase. We will advertise the old saw with closed bids. In addition, Pine to Prairie has authorized dollars for a purchase of a drum sander for the shop.
 - 8.3 **Committee Reports** –
 - 8.3.1 **Meet & Confer** – Board member Imle gave a report regarding the recent meet & confer that was held between administration and teaching staff. Items discussed included furniture, musical instrument, annual painting and calendar drafting for 18-19. The teachers would like to be a part of the final presentation. There will be another meeting in January.
- 9 **Consent Calendar** – MMS to Petterson/Imle approve Consent Calendar as presented. MCU
- 9.1 **Approval of Bills Presented**

Payroll Expense Checks and Checks Written between Board Meetings:	65310-65359/Wires
Payroll Checks	0029978 – 0030006
November Bills	Voucher Numbers: 50544-50626/50643-50659
	Check Numbers: 65360 – 65419

Total Payroll/Expense Checks Approved: \$575,776.76
- 9.2 **Approval of Electronic Transfers and Other Banking Transactions**
- 9.3 **Approval of Treasurer's Report**
- 10 **Old Business**
 - 10.1 **Review of 2nd and 3rd Grade** – Numbers are constant. The system is working but is not ideal. There might be some individuals interested in a half-time position. Space is a primary concern. Discussion was held. Administration will post for a half to full time person. The room/space issue will be looked at if a person is hired. MMS Imle/Galloway to post a half-time to full time position. MCU.
- 11 **New Business**
 - 11.1 **Personnel**
 - 11.1.1 **Approve Resignation of LeeAnn Vettleson** – MMS Imle/Snyder to approve. MCU.
 - 11.1.2 **Approve Resignation of Misty Larson** – MMS Imle/Petterson to approve. MCU.
 - 11.1.3 **Approve Hiring of Jenetta Mathson as HR Director** – MMS Galloway/Imle to approve. MCU.
 - 11.1.4 **Approve hiring of Casey Kroulik as JH Boys Basketball Coach** – MMS Imle/Petterson to approve. MCU.
 - 11.1.5 **Approve Resignation of Verena Pletschett** – MMS Imle/Galloway to approve. MCU.

Mr. Burgess thanked all employees on behalf of the school district for all the years of service.
 - 11.2 **Approval of Seniority List**
 - 11.2.1. **Certified Staff** - MMS Imle/Petterson to approve Certified Staff Seniority List as presented. MCU
 - 11.2.2 **Support Staff** – MMS Imle/Galloway to approve Support Staff Seniority List as presented. MCU.
 - 11.3 **Approval of Auditor's Report** – MMS Galloway/Imle to approve Clearbrook-Gonvick 2016-2017 Audit as presented. MCU.
 - 11.4 **Approval of World's Best Work Force Report** – MMS Imle/Peterson to approve WBWF Report as presented. MCU.
 - 11.5 **Presentation by Mr. Christianson to Co-Op Wrestling with RLCC** – Mr. Christianson discussed the basketball program first. Numbers are relatively high. We will keep an eye on both the girls and boys junior high program numbers to see if additional coaches are needed. Mr. Christianson then discussed the Wrestling program with RLCC. A parent and RLCC are very interested in this

possibility. Mr. Christianson discussed the pros and cons of a possible co-op. MMS Snyder/Petterson to approve co-op for wrestling with RRLC, with no provision for transportation, and other stipulations. Motion was withdrawn, and board decided to hold a special meeting in order to make a better informed decision. The board directed Mr. Christianson to find out the costs, Title IX compliance, and if we must provide transportation. Mr. Christianson will give the information to Mr. Olson & a meeting will be held after the information is received.

11.6 **Approve New York Life as an approved vendor for 403b and HSA Investments** – MMS Imle/Galloway to approve NYL as a vendor. MCU.

11.7 **Approve January and February Board Meetings Dates** – MMS Imle/Petterson to approve January 25, 2018, at 7:00 p.m. MCU. MMS Galloway/Imle to approve February 26, 2018 at 7:00 p.m. MCU.

11.8 **Review Hiring Process** – Board member Imle discussed the consistency of the hiring of all positions. We need to be consistent for posting all school positions. Discussion was held. Mr. Olson will put together a plan for discussion at the December board meeting.

12 **Action Items for December Meeting** –

12.1 Superintendent Evaluation – starting the process

12.2 Hiring Process

12.3 Levy Certification

13 **Adjournment** – MMS Galloway/Snyder to adjourn at 8:54 p.m. MCU

Next Regular Meetings – Monday, December 18, 2017 at 7:00 p.m.

Thursday, January 25, 2018 at 7:00 p.m.

Monday, February 26, 2018 at 7:00 p.m.